



August 17, 2018

VIA *FOIAonline*

Beryl Lipton
MucRock News
411A Highland Ave
Somerville, MA 02144

Re: Freedom of Information Act Request: NGC18-208

Dear Mr. Lipton:

This is in response to your Freedom of Information Act (FOIA) request dated March 13, 2018 and received in our office March 14, 2018 via email. Your request has been assigned the above internal tracking number in addition to your *FOIAonline* tracking number NARA-NGC-2018-000395. In your request, you stated:

Any and all talking points and similar memorandums, emails, and transcripts providing advice or direction on how to handle the media, media interviews, and statements.

After conducting a search of NARA's Public Affairs office communications, we have identified 37 document consisting of 208 pages responsive to your request. We are releasing the documents in part with redactions pursuant to 5 U.S.C. § 522(b)(5), interagency or intra-agency communications forming part of the deliberative process and 5 U.S.C. § 522(b)(6), unwarranted invasion of personnel privacy.

This completes the processing of your FOIA request.

If you are not satisfied with our action on this request, you have the right to file an administrative appeal within ninety (90) calendar days from the date of this letter via regular U.S. mail or email. By filing an appeal, you preserve your rights under FOIA and give the agency a chance to review and reconsider your request and the agency's decision. If you submit your appeal in writing, please address it to the Deputy Archivist of the United States (ND), National Archives and Records Administration, 8601 Adelphi Road, College Park, Maryland 20740. Both the letter and the envelope should be clearly marked "Freedom of Information Act Appeal." If you submit your appeal by e-mail please send it to FOIA@nara.gov, also addressed to the Deputy Archivist of the United States. Please be sure to explain why you believe this response does not meet the requirements of the FOIA. All correspondence should reference your case tracking number NGC18-208 and your *FOIAonline* tracking number.

NATIONAL ARCHIVES *and*
RECORDS ADMINISTRATION

8601 ADELPHI ROAD
COLLEGE PARK, MD 20740-6001

www.archives.gov

If you would like to discuss our response before filing an appeal to attempt to resolve your dispute without going through the appeals process, you may contact our FOIA Public Liaison Gary M. Stern for assistance at:

National Archives and Records Administration
8601 Adelphi Road, Room 3110
College Park, MD 20740-6001
301-837-1750
garym.stern@nara.gov

If you are unable to resolve your FOIA dispute through our FOIA Public Liaison, the Office of Government Information Services (OGIS), the Federal FOIA Ombudsman's office, offers mediation services to help resolve disputes between FOIA requesters and Federal agencies. The contact information for OGIS is:

Office of Government Information Services
National Archives and Records Administration
8601 Adelphi Road-OGIS
College Park, MD 20740-6001
ogis@nara.gov
ogis.archives.gov
202-741-5770
1-877-684-6448

Thank you for contacting the National Archives and Records Administration.

Sincerely,

/s/ 8.17.2018
Jodi L. Foor
Deputy FOIA Officer
National Archives and Records Administration
Office of General Counsel
301-837-3642
FOIA@nara.gov

Official: NGC

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NGC:JLFoor/jlf 8/17/2018

S:FOIA/FOIA CASE FILES/FY 2018 – FOIA request File code 1103-6